

2015-16 Office of Field Services Applications Schedule

2015-16 Consolidated Application Schedule

		Key Date	Activity
PHASE	Guidance	February 2015	Local educational agencies(LEAs)/schools utilize the AdvancED – MDE/ASSIST website to ensure timeliness of revisions/submissions for: <ul style="list-style-type: none"> Education YES! (SPR (40), SPR (90), DPR, SA, and the ASSIST SA) School Data Profile/Analysis (SDP/A) District Improvement Plan (DIP) Single Building District Improvement Plan (SBDIP) School Improvement Plan (SIP)
		May 1, 2015	Michigan Department of Education (MDE) posts estimated program allocations on Office of Field Services (OFS) website based on best information available
		April-May 2015	MDE disseminates Federal and State Consolidated Application program planning guidance: workshops, conferences, etc.
	Evaluation	December-March 2015	* LEAs conduct formal evaluation of existing supplementary programs and DIP/SBDIP/SIP
		March 2015	LEA central office reviews evaluation data to determine effectiveness and impact on student achievement
	School and LEA Planning	March-April 2015	Consultation between LEAs and Private schools is completed
		March 16, 2015	** Recommended date for completion of the annual revision of SIP
		March 20, 2015	Submission date of school process rubrics (SPR (40), SPR (90), Interim SA, and SA) data via AdvancED – MDE/ASSIST website
		April 1, 2015	** Recommended date for completion of DIP or SBDIP
		April 17, 2015	Submission date of district process rubrics (DPR, District Interim SA and District SA) data via AdvancED – MDE/ASSIST website
		April 30, 2015	** Recommended date for draft budget of school and LEA-level Federal programs
		May 1, 2015	MDE opens Title I School Selection (TISS) Application and Consolidated Application in MEGS+
		June 1, 2015	All Federal program planning for 2015-16 is complete
		June 30, 2015	Submission date via AdvancED – MDE/ASSIST Website: DIP or SBDIP; if applicable, SIP, for MDE-approved Schoolwide Consolidation Schools; and Program Evaluation Tool (PET)
		August 31, 2015	MDE notifies Title III subrecipients of the need to form consortia
		September 18, 2015	Deadline for forming Title III consortia

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	Approval	July 1, 2015	Submission date for TISS Application and Consolidated Application *** in order to receive a July 1, 2015 obligation date
		May-August 2015	LEA staff and MDE staff consultation on required modifications for TISS Applications and Consolidated Applications submitted on or before July 1, 2015
		September 1, 2015	Submission date (State-legislated due date) for SIP via AdvancED – MDE/ASSIST website
	Implementation	September 8, 2015	SCHOOL STARTS with allowable supplementary services in place for public school students and private school students begin receiving required supplementary services provided by LEAs with TISS and Consolidated Application *** submitted in MEGS+
		September 2015	Registry of Educational Personnel (REP) data entry begins
		October 2015	OFS notifies applicable LEAs to complete Title I, Part A Comparability Certification and Worksheets for 2015-16 school year
		November 2, 2015	** Recommended due date for REP data to be entered to complete 2015-16 Title I Comparability Worksheets
		December 11, 2015	Due date for Title I, Part A Comparability Certification and Worksheets in MEGS+
	Amendments	November 2, 2015	MDE posts final allocations on OFS website and loads final allocations in MEGS+
		November 30, 2015	Final submission date to submit the original 2015-16 TISS Application and Consolidated Application *** or funding may be lost
		January 15, 2016	Final submission date for Amendments for all budgets including final allocations and carryover funds addressing final semester and summer programs
	Evaluation II	Dec.-March 2016	* LEAs conduct formal evaluation of existing supplementary programs and DIP/SBDIP/SIP
		March 2016	LEA central office reviews evaluation data to determine effectiveness and impact on student achievement

* Evaluation of programs implemented for 12 months or more

** The "Recommended" dates are benchmarks for the LEA to use. If recommended dates are met, it is more likely the LEA will meet "submission" deadlines to MDE.

*** Consolidated Application must be submitted in substantially approvable form (see end notes). Timely LEA responses required.

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		Key Date	Activity
PHASE	Closing	June 2016	Regular school year closes. Supplementary summer programs begin.
		October 1, 2016	Final Expenditure Report (FER) for 2015-16 grants available in the Cash Management System (CMS)
		November 29, 2016	Final submission date of FER for 2015-16 grants. Carryover is automatically calculated and incorporated into 2015-16 Consolidated Applications when FER is certified in CMS.

The Consolidated Application is substantially approvable if ALL of the following conditions are met:

- a. The DIP, or SBDIP for single-building districts, and SIP, if applicable, for MDE Schoowide Consolidated Schools, was submitted and developed based on a comprehensive needs assessment. The DIP/SBDIP/SIP must have clearly defined needs, goals, objectives, strategies and activities that directly support the highest priority academic needs of schools and districts; and directly support the academic needs of English learners, homeless, migrant, neglected and delinquent students; and
- b. The Program Evaluation Tool (PET) for one program/initiative is implemented in the district and each of the schools; and
- c. The TISS Application is submitted including all schools in the district and all necessary data for MDE to act on this Application; and
- d. The Consolidated Application is submitted with all of the required elements including budgets that directly align to the strategies and activities within the DIP/SBDIP/SIP (supplies, materials, equipment, contracts and staffing to be funded by the programs), and other applicable supporting documents; and
- e. The Consolidated Application demonstrates that the plan being funded is focused on improving academic achievement, is comprehensive and cohesive; and
- f. Each activity being funded is necessary, allowable, allocable, consistent with Federal and State laws, regulations and guidance and meets the intent and purpose of each Federal grant source included in the Consolidated Application; and
- g. School-level budgets are completed for all Title I, Part A schools, and if applicable, Title II, Part A if used to transfer into Title I, Part A; and
- h. The LEA has applied for 100% of the posted allocations.

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2015-16 Title I, Part A and Title I, Part D Fiscal Agents

Key Date	Activity
July 15, 2015	Applications and Formal Agreements due
September 30, 2015	MDE posts final allocations (no preliminary allocations are available for this program)

2015-16 Homeless Application Schedule

Key Date	Activity
May 1, 2015	Homeless Students Grant Application goes live in MEGS+/Invitations are sent to join a consortium
June 15, 2015	Homeless Students Grant Application due in MEGS+
August 24, 2015	Deadline for final consortia formation
August 31, 2015	Final awards calculated and posted on OFS website
October 1, 2016	FER for 2015-16 grants available in CMS
November 29, 2016	Final submission date of FER for 2015-16 grants

2016 Summer Migrant Application Schedule

Key Date	Activity
February 15, 2016	Final allocations calculated and posted
April 1, 2016	Summer Migrant Application Live Date in MEGS+
May 2, 2016	Summer Migrant Application Due Date
June 8, 2016	Earliest program operations beginning date
June 8, 2016	Final Summer Migrant Application deadline in MEGS+
July 21, 2016	Summer Migrant Applications reviewed and approved
September 30, 2016	Project operations ending date
October 1, 2016	FER for 2016 grants available in CMS
November 29, 2016	Final submission date of FER for 2016 grants

2015-16 Section 31a At-Risk

Key Date	Activity
October 15, 2015	MDE posts estimated allocations
May 2, 2016	Section 31a Program Report live in MEGS+
July 15, 2016	Section 31a Program Report submission due in MEGS+